King County	Department of Adult and Juvenile Detention Adult Divisions General Policy Manual	
	Chapter 1 **Administration and Personnel Management**	
1.03.033 Anti-Fraternization	Approved By:	Deputy Director H. Tamura
	Effective Date:	November 17, 2017
	Reviewed By:	Policy Review Committee
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Purpose
To establish protocols regarding fraternization between inmates and any and all staff who may come in contact with them.

Policy
It is the policy of DAJD that all staff, visitors, contractors, volunteers and inmates conduct themselves in a safe, secure and professional manner at all times.

References

Federal:	Prison Rape Elimination Act
King County Policies:	PER 22-3-3 Non-Discrimination and Anti-Harassment
Department Policies:	1.03.008, Code of Conduct
	1.03.020, Anti-Harassment
	1.03.040, Custodial Sexual Misconduct
	3.01.010, Prison Rape Elimination Act
	4.01.004, Cross Gender Searches
DAJD Form:	Officer's Report (F-627)

Fraternization: To associate on friendly terms with an inmate or an inmate's family, often in violation of discipline or orders.
Cross-Gender Supervision: The practice of placing an individual of one sex in a position to oversee or supervise an individual of the opposite sex.
Sexualized Work Environment: A work environment in which the behaviors, dress, and speech of either staff and/or inmates create a sexually charged workplace.
Staff: For the purposes of this policy, "staff" shall mean all agents of the Department of Adult and Juvenile Detention, to include uniformed staff, civilian staff, contractors, volunteers and vendors.
Opposite gender announcement: A required announcement made to inmates in housing units to provide notice of the arrival of all staff members who are of the opposite gender than inmates housed in said unit.
Over-familiarity: The development of a personal relationship with an inmate.

A. General Guidelines

1. All staff shall be aware of what constitutes sexual harassment, sexual misconduct and rape and their consequences by referring to Department policies *1.03.040*

Custodial Sexual Misconduct, 1.03.020 Anti Harassment and *3.01.010 Prison Rape Elimination Act*, as well as King County policy *PER 22-3-3, Non-Discrimination and Anti-Harassment (AEP)*.

2. Staff shall not develop an overly familiar or sexual relationship with any individual that could pose a potential conflict of interest.
3. Staff should be aware of their surroundings and who may be listening to their conversations at all times.
4. Staff assigned to cross-gender units shall make unit expectations known as soon as it is convenient to do so. Unit expectations should include, but not be limited to:
   a. Prohibited behaviors.
   b. Inmate privacy expectations.
   c. The dress code for both the dayroom and the cells.
5. The Unit Officer is required make opposite gender announcements when all staff members enter housing units.
6. All staff shall enforce the Department's inmate dress code.
7. Staff shall infract any inmate who "flashes" or exposes themselves to others.
8. Staff shall not allow or be involved in horse-play with inmates.
9. Staff shall not allow inmates to address them by their first names.
10. Staff shall not exchange letters, pictures, phone numbers, e-mail addresses, or other personal information with inmates.
11. Staff shall not grant special requests, spend an unusual amount of time with, or show favoritism to one inmate over the others.
12. Staff shall not exchange information about family or personal matters with inmates.
13. Staff shall not intervene or help with an inmate's personal or legal affairs without prior authorization.
14. Staff should not tell sexual jokes or carry on sexual conversations with inmates.
15. Staff members shall prepare and forward an Officers Report (F-627) to the Facility Commander via the chain of command in situations where a current or former spouse, family member, or friend has been incarcerated.
16. Any deviations from this policy shall require the prior approval of the Facility Commander.